

# Lead Entity Advisory Group (LEAG)

September 27, 2006

Chelan Co. Courthouse Auditorium

Wenatchee, WA

## Final Summary Notes

<b>LEAG Attendance:</b>	<ol style="list-style-type: none"><li>1. Jeanette Dorner, Nisqually Tribe LE</li><li>2. Paul Dorn, Kitsap County</li><li>3. Doug Osterman, WRIA 9 (King) LE</li><li>4. Joy Juelson, Chelan County</li><li>5. Bill Towey, Colville Tribe LE</li><li>6. Barbara Rosenkotter, San Juan County LE</li><li>7. Nick Christoph, Okanogan LE</li><li>8. Lee Napier, Grays Harbor Co LE</li><li>9. Richard Brocksmith, Hood Canal Coordinating Council LE</li><li>10. Alan Chapman, Lummi Tribe WRIA 1 LE</li><li>11. Mary Jorgenson, WRIA 8 (King) LE</li><li>12. Alex Conley, Yakima Basin FWRB/LE</li><li>13. Cheryl Baumann, NOPL</li><li>14. Julie Morgan, Upper Columbia SRB</li><li>15. Sean Edwards, Stillaguamish LE</li><li>16. Kathleen Peters, E. Kitsap LE</li><li>17. Steve Martin, Snake River LE</li><li>18. Brian Bolles, Pend Oreille LE</li><li>19. Mike Kaputa, Chelan LE</li><li>20. Lauri Vigue, WDFW</li><li>21. Theresa Mitchell, WDFW</li><li>22. Tim Smith, WDFW</li><li>23. Doug Hennick, WST WDFW</li><li>24. Mark Cookson, WST WDFW</li><li>25. Sandy Dotts, WST WDFW</li><li>26. Neil Aaland, IAC/SRFB</li></ol>
<b>Announcements</b>	<p>Two conference calls regarding Habitat Work Schedule (HWS) are in the works to solicit Lead Entity input on the RFP. Two dates options are currently proposed and participation by Lead Entity Coordinators is encouraged. Those dates are October 13<sup>th</sup> from 9am-11pm, and October 16<sup>th</sup> from 10am-12pm. The discussion included sending out frequent updates to Lead Entities regarding the HWS progress.</p> <p><b>ACTION ITEM:</b> Lauri will follow-up with Erik regarding providing conference call information to the lead entities, and providing a HWS summary prior to the call. It was suggested that Erik send out HWS Advisory Group agendas and other information to LE coordinators so they are kept informed on the status of the HWS project.</p>

## SRFB October Review Panel and Updates

Neil Aaland reported that SRFB applications submitted did not seem to be as well organized as in past years. Possible reasons for this may be the difficulties associated with submitting a project electronically versus hard copy and confusion over what was meant by "attach". Project application workshops do not appear to be the solution as many project sponsors have been through several SRFB rounds and do not attend the workshops.

**ACTION ITEM:** Neil Aaland will provide specific examples of incomplete project applications to the LEs in order to get their feedback on the issue.

The Information Submission Questionnaire is to be coordinated and completed by the regional organizations where they exist and Lead Entities are encouraged to do their own if they are not comfortable with the region taking the lead. Ultimately the LE is responsible for providing the correct information.

The SRFB Review Panel will review submitted projects on Oct 19<sup>th</sup> & 20<sup>th</sup> and notify LEs if any projects are flagged as Projects of Concern (POCs). During presentations the week of Oct 23<sup>rd</sup>, POCs can/should be addressed by region/LE during their presentation. The Review Panel is available and revisions to POCs can be made until Nov. 14<sup>th</sup>. To avoid "penalty", POCs should be pulled from project lists no later than Dec. 5<sup>th</sup>.

Discussion also centered on the topic of having project lists in excess of a target amount. In the future SRFB needs to provide more clarity on this issue and be consistent with the information given. For now, it appears that longer lists are okay and helps address the POC issue stated above. In the event of unspent funds in any given region, it is assumed that unused funding will roll over into next cycle, but into the "general" pot of money, not necessarily to the same region that passed it up. SRFB should also provide more clarity on this issue.

For the week of Oct 23<sup>rd</sup>, LEs and regions should be coordinating best use of presentation time. Regions should coordinate context and LEs could fill in information. Discussion should include the how this years grant cycle process fit into the each of the region's specific SRFB Homework Assignments.

The SRFB's Project Sponsor Conference will be held in Tacoma on April 26<sup>th</sup>, 2007.

At the SRFB meeting in September, IAC provided a copy of the "Salmon Overview 2007-2009 Budget Development" proposal for state and federal funding. Neil discussed the need for support letters on this proposal from the LEs. Also, if you organize a tour with the legislature please let Neil Aaland know to prevent duplication of efforts.

**ACTION ITEM:** Neil will provide a list to the Lead Entities of talking points for support letters on this legislative proposal.

<b>Future of LEAG</b>	<p>The first part of the Future of LEAG discussion included a brainstorm activity on identifying the important functions of LEAG. (See Attachment for a summary.)</p> <p><b>ACTION ITEM:</b> Jeanette will draft a LEAG mission statement based on this discussion and send it out to the Lead Entities prior to the next LEAG meeting.</p> <p><b>Policy and Procedures</b>  Draft Ground Rules were circulated to all participants prior to the meeting. The Ground Rules proposal was discussed and approved as written, with the chair having the flexibility to revise, and send out prior to the next LEAG meeting. The grounds rules should also be consistent with the LEAG Policy and Procedures document. LEAG will adopt a final version of the ground rules at the next LEAG meeting and they will be revised, as needed, in the future.</p> <p><b>ACTION ITEM:</b> Lauri will review the final draft of the ground rules and make sure there is consistency between the Policy and Procedures document and the approved ground rules.</p> <p><b>Timing and Location of meetings</b>  It was suggested that we have future LEAG meetings 3-4 weeks prior to the scheduled SRFB meetings.</p> <p><b>ACTION ITEM:</b> Lauri and Theresa will draft a potential LEAG meeting schedule for 2007 out to participants for comments.</p> <p><b>Decision Making Structure</b>  There is a need to re-evaluate the current decision making process for LEAG. Most participants agreed although we currently operate by consensus according the Policy and Procedures document, LEAG has evolved into a larger group beyond the nine members, especially with the trend of the SRFB regionalization.</p> <p><b>ACTION ITEM:</b> Jeanette will draft an alternative decision making proposal and send out to the Lead Entity members prior to the next LEAG meeting.</p> <p>The objective of future LEAG meetings will be more “moving forward” oriented and not focusing on the structure of LEAG.</p>
<b>Presentation</b>	<p>Upper Columbia Salmon Recovery Board and associated Lead Entities showcased their process for the current round of SRFB funding and introduced a few of their current projects.</p>
<b>Next Meeting Dates</b>	<p><b>Tues, November 14<sup>th</sup>, Des Moines, WA (10-3) (Regular LEAG meeting)</b>  Agenda Topics: Lead entity training for 2007 discussion, Governor's Monitoring Forum representation, LEAG decision making proposal and mission statement, RFEG presentation.</p>

